



Royal College of Science Union

**Minutes of the 1st meeting of the Clubs and Activities Committee**

Held at 18:04 on 15th October 2018 at the RCSU Office (Sherfield 214D)

**PRESENT:**

- Suleimaan Mughal – Clubs&Socs Vice President(SM)
- Michael McGill - RCSU President(MM)
- Andrada Balmez - BioSoc President(AB)
- Stephanie Cheng - ChemSoc President(SC)
- Hitesh Kumar - Maths President(HK)
- Tim Marley - PhySoc President(TM)
- Jake Robson-Tull -Biochem President(JR)

**APOLOGIES:** Charlie Keyzor-Synthetic Biology President-(CK)

**Clerk:** Kaifeng Wei - Honorary Secretary(KW)

*Meeting opened at 18:04*

**A. Committee structure and RCSA fund**

- Automatic membership of RCSA upon graduation; RCSA members often give back to RCSU through individual departments
- Introduction of grand fund(£70k) from RCSA that is a way to get money apart from the union. A guideline of how to apply has been e-mailed to department reps.
- Aside: JR raised that Harlington Fund Application by Izu for BioChem Soc event has been declined. AB and SM also raised concern about the idea of holding hackathon. MM suggested waiting for Izu's proposal before voting of the idea
- MM: lunchtime networking events were proposed by RCSA chair to teach students skills such as networking skills, and it is worth being chased up and getting organized with the help of dep reps.
- SC enquired about the separation of Chemistry Alumni Network from RCSA, and it will be clarified by MM.

**B. Funding-ADF**

- Funds any activity even including those beyond the constitution, and application is encouraged as it is rolling at the moment. SM has given out the timeline and encouraged dep reps to come to the committee with plans;

- For example, Christmas dinner, as raised by TM, will not be supported by the fund, as it is a social event, and it is worth talking to the department to apply for fund before talking to RCSU for additional fund; A welcome-back event has been organized within PhySoc.

### C. Funding-Tours

- Application for tour has been open on e-activities(1st Feb- 26th Apr)

### D. Report

- Physics and Chemistry reports have been reviewed;
- **JR for BioChem:** Since the first event on the 2nd Oct(Mums and Dads) with a good turn-out(200), but **logistics difficulty** was faced with little help received for the set-up. Pub crawl to Slug is being organized, and SM suggests age restriction by Slug(21 and over) should be considered. SC suggests Belushi could be a possible venue. Secretary position is also held by the publicity office at the moment. SM suggests self-responsibility should be raised to encourage people to enforce plans; JR: it seems BioChem department is keen in giving more money.
- **AB for BioSoc:** Mums and Dads was a success;
- event officer was not competent enough in event organization, such as that of the pub night; The communication with the event officer has been difficult and slow, regarding this, MM suggests taking into account the need of the general student body;
- No sponsorship was received.
- **Aside:** relationship with contract people(e.g., those at Royal College of Biology) should be built up first suggested by SM as an initial step of getting sponsorship.
- **HK for MathSoc:** a very good turn-up(~300) was received for Mums and Dads, activities such as drawing and building spaghetti towers took place.
- Logistics issues such as the lack of help were also faced; It might be worth for the RCSU committee to talk to the department. MM could check the **freshers' mailing list** in order to send e-mails to freshers before the freshers' events; Sponsored events such as that by TPP were organized with good turn-out;
- **Aside:** logistics were a big issue, such as late food delivery. TPP seems to display incompetence in sponsoring events such as pub quizzes-a concern raised by TM and SC.
- MM: First and Second years should be targeted more with good marketing with a focus on a sense of community, and publicity measures such as social media.
- Nintendo Party was organized together with other socials such as Christmas Dinner, AI Hack, and International Maths Competition, which are to be organized and publicised with the help of RCSU; MM suggests an event budget should be come up with first, and facebook sponsored posts should be utilized;

- Regarding sponsorship: successfully received sponsorship from six companies such as TPP, StarLeaf, and Optiver; Sponsorship gathering skills are expected to be shared among other dep reps to improve on departments' sponsorship.
- **SC for ChemSoc:** GDPR was difficult, with difficulty in generating freshers' mailing list due to the lack of information provided by the department;
- Freshers' fair(liquid nitrogen ice-cream booth) was a success; Guest night had a good turn-out; Book sale was changed with a standardized price, SM suggests putting the money in the union's safe first, or nearby NatWest branch could be a safe option as suggested by MM.
- Sponsorship: currently coordinating with KPMG and working on the delay of response from Unilever.
- Future events: Career fair on 21st Oct, P&G career talk, and etc.. Quiz night with TPP and Christmas Dinner are being planned;
- Aside: SM needs an update on Christmas Dinner, and PhySoc and MathsSoc are looking for venue at the moment;
- Aside: e-activities finance was negative.
- **TM for PhySoc:** Less sponsorship this year(3, including Optiver with a 10% raise, and ECM with negotiable raise), due to the fact that JP.Morgan contacted in August with an interest in continuing sponsorship but decided not to this year while showing poor communication; Potentially there will be a follow-up with McKinsey;
- Freshers Fair was popular with a fun quiz, and a considerable number of sign-ups;
- Mums and Dads has now been renamed to be Physics Family;
- Events such as Research Frontiers were successful as expected; Physics welcome event at the Queens Tower Room was a success with DJ performance and college catering;
- There experiences a drop in student satisfaction rate, and community events are to be organized to improve this;
- Upcoming events: Curry night this Friday, more Research Frontiers; Pub Crawls were organized taking into account potential collaboration with Maths Soc. MM suggests such collaboration could be organized for events such as Curry Nights; Christmas Dinner is expected to be upgraded with a potential addition of bowling activities; Venues such as hotels should be sought after, rather than clubbing venues.
- The lack of Event Officer was made up for by the keenness of Social Sec.

## E. ChemSoc

- To be discussed in length later in the meeting;

## **F. Claims**

- Training on e-activities should be duly completed in the first place;
- MM reminded reps that bigger expenditure should be made through purchase orders;

## **G. A.O.B.(BioSoc)**

- Regarding sponsorship: a proposal(including the next year's plans)should be ready right after the sponsorship officer is elected; Slow response rate from the sponsors as well as from the unions has been experienced. MM will chase up on the Union's signing of the contracts.
- (AB stays to discuss BioSoc issues)Budgeting for BioSoc should not be affected by ?incubator;
- Communication within BioSoc should be improved by means such as Doodle. It is hoped that more committee positions could be filled up after the election this week; MM suggests an e-mail should be sent to all the candidates entailing roles and responsibility, especially about giving back to the community; MM could have a chat with AB regarding improving sense of responsibility.
- Regarding BioChem Christmas Dinner: BioChem Soc shows interest in organizing separate events.

*Meeting closed at 20:00.*